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From: Nicole Duffy <Nicole.Duffy@health.ri.gov>
Sent: Wednesday, July 06, 2011 12:16 PM
To: Khan, Annie (DPH)
Cc: Paul Iwuc
Subject: Re: 'Controlled Substance SOP'
Attachments: VIS Scan Procedure-Copy#1.pdf; Analysis of Capsules, Tablets and other Identifiable Preparations-Copy#1.pdf; Analysis of Unknown Powders-Copy#1.pdf; Cobalt Thiocyanate Test-Copy#1.pdf; Drug Chemistry Validation and New Method Validation-Copy#1.pdf; FTIR-Copy#1.pdf; Marijuana (cannabis) Analysis-Copy#1.pdf; Marquis Test-Copy#1.pdf; MS Sample Preparation-Copy#1.pdf; NIST- Traceable Primary Standards (FC)-Copy#1.pdf; Sample Plan - FC-Copy#1.pdf; Scott's Test-Copy#1.pdf

Hi Annie,

Here are some examples of the procedures and work instructions that were created for our Drug Chemistry unit. They are relatively small files, so I am going to attempt to send them all in one e-mail. If you have any problems opening them, or if you have any questions about the information contained therein, please feel free to contact me or Paul.

Good luck with your preparations!

Nicole

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>>> Paul Iwuc 7/6/2011 10:02 AM >>>

Annie,

I am the Drug Chemistry Supervisor. We are accredited by FQS under 17025 and have had two External audits. I'm not sure where you are located but AI at Mass State Police Lab was very helpful to both Drug Chem and Toxicology. Drug Chem in RI is a very simple operation (No Quants) just pills powders and of course cannabis. I am forwarding this response to our QA manager Nicole Duffy she controls the procedure manuals I'm sure you can get every thing you need. There are also some internet based (Virginia) manuals and Swgdrug has a lot of good information.

Paul

Paul Iwuc
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>>> "Khan, Annie (DPH)" <annie.khan@state.ma.us> 7/5/2011 10:31 AM >>>
To Whom It May Concern,

My name is Annie Dookhan. I currently employed at the Massachusetts Department of Public Health as a Drug Chemist.

We are currently reorganizing the lab, as well as trying to become accredited. I was just curious if you have established Standard Operating Procedures (SOPs) for drug analysis and if so, what would be the proper policy and procedure to obtain a copy of them?

I would greatly appreciate any assistance in this matter. Please feel free to contact me if you have any questions.

Sincerely,

Annie Khan-Dookhan
Drug Analysis Lab
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617-983-6625 (fax)